Missouri Office of Geospatial Information

Office Plan

Office of Geospatial Information (OGI)
Information Technology Services Division
Office of Administration
State of Missouri

Document History

Version #	Date	Description	Responsible Party
1.0	June 2009	First Adoption	Geographic Information Officer
2.0	May 2011	Update	Geographic Information Officer, Director-GIS
3.0	November 2011	Remove references to GIO.	Director-GIS
4.0	May 2014	Major revisions.	Director-GIS

Director-Geographic Information Systems
Paul G. Wright
Room 840 Truman Building
301 W High St.
Jefferson City, MO 65101
Paul.Wright@oa.mo.gov

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Introduction

The State of Missouri employs a full-time Director-GIS as the point of contact for statewide communication, coordination, development, and implementation of the Missouri geospatial strategic plan. There is no doubt that delivering GIS services in a coordinated fashion improves critical services to state agencies and citizens at an overall lower cost. The State of Missouri benefits from this coordination of geospatial elements through sharing infrastructure (hardware and software), resources (people and finances), and processes (services and applications) across state agencies and out to the public.

The Department of Natural Resources, Department of Transportation, Department of Health and Senior Services, and Department of Conservation have built significant GIS infrastructure for mandated program use during the last twenty years. These systems and experiences must be maintained, supported, and leveraged for the State to grow to meet the upcoming needs for data interoperability, transparency, and reporting.

Beyond the above agencies, other agencies such as the Department of Revenue, Department of Agriculture and Department of Elementary & Secondary Education have an interest in using GIS to support their business mandates. The Office of Geospatial Information (OGI) supports these agencies by providing services through human resources, data administration, analysis and supporting infrastructure.

It is mutually beneficial to all agencies to build common GIS service offerings, create branding for State of Missouri web mapping, develop data distribution and management policies and standards, and collaboratively work with local and federal entities to more effectively develop, manage, and maintain GIS information within and for the State of Missouri.

Purpose

The OGI provides coordination, guidance, and leadership, and plans the implementation of Missouri's statewide geospatial information technology. The office identifies, coordinates, and guides strategic investments in geospatial information technology, data, and service systems to ensure effective implementation and use of geospatial information by state government, local government, and the public as an enterprise resource to maximize benefits for Missourians.

Having a strong geospatial infrastructure and enterprise GIS capabilities are important for a number of reasons, not the least of which is improving the decision making process. For example, optimal customer services require that customers and staff have statewide access to services and information that is comprehensive, accurate, and consistent. Similarly, planning for and responding to emergencies is drastically improved with timely and correct information that is in a format that can be readily accessed by both internal and external agencies. Solutions to challenges such as these require both geospatial infrastructure (data and technology tools) and standard processes that support services, policies and decision-making.

Creation of an enterprise GIS program provides a model for sharing. The OGI facilitates the coordination of previously disconnected efforts at the state and local levels to provide data sharing, standardization, and collaboration which improves the overall GIS landscape in the State of Missouri. This coordination better situates Missouri for emergency preparedness, economic competitiveness, public health delivery, environmental management, educational opportunities, and efficient delivery of services to the public.

Mission Statement

The mission statement of the Office of Geospatial Information (OGI) is to provide effective geospatial resources to state agencies, local governments, and other stakeholders to benefit and serve the citizens, the environment, and the economy of Missouri.

Duties

The Office of Geospatial Information:

(1) provides leadership and outreach, to ensure cooperation and coordination for all geospatial functions in state and local government, including coordination between state agencies, inter-government coordination between the state and local government, and extra-government coordination, which includes coordination with academic as well as private and nonprofit sector geospatial stakeholders;

(2) coordinates and guides the efficient and effective use of available federal, state, local, and public-private resources to support and further develop statewide geospatial information technology, data, and services;

(3) reviews state agency and inter-government geospatial technology, data, and services development efforts involving state or inter-government funding, including federal funding;

(4) coordinates management of geospatial technology, data and services between state and local governments and any collaborations;

(5) provides coordination, leadership and consultation to integrate government technology services with geospatial infrastructure and existing state geospatial programs;

(6) provides guidance in order to avoid or eliminate unnecessary duplication of existing GIS technology services and systems, including services provided by other public and private organizations while building on existing Missouri infrastructures;

(7) promotes and coordinates geospatial technology training, technical guidance and project collaborations for state and local governments.

(8) informs and promotes educational opportunities to all stakeholders as well as K-12 programs within Missouri (awareness of geography, maps, etc)

In addition to the above duties the OGI:

> With input from the Missouri Chief Information Officer, shall identify when it is cost-effective for agencies to develop and use shared information and geospatial technology systems, data and services. The OGI may require agencies to use shared information and geospatial technology systems, data and services.

Governance

The Director-GIS shall work closely with the State CIO on geospatial technology projects, standards and services.

Also, in order to sustain the broader statewide purpose of the OGI program, there is a need to continue support of the Missouri GIS Advisory Council (MGISAC). This Council functions as an advisory group to the OGI. The main purpose for the Council is to support and help guide the Missouri geospatial program from a state-wide perspective. The CIO approves the appointment of members to the MGISAC. The members represent a cross-section of organizations including counties, cities, universities, business, nonprofit organizations, federal agencies and state agencies. In addition, the Director-GIS is a standing, ex-officio, non-voting member.

Communication

The most critical element necessary for achieving Missouri's geospatial goals is effective coordination. Successful coordination implies broad-based communication and a deep understanding of the responsibilities and needs of organizations that develop, provide and use GIS services across Missouri. Effective communications at numerous levels are necessary to effectively provide and promote the enterprise GIS to the State of Missouri. The OGI will create a communication structure to inform decision makers about the value GIS provides the enterprise, update users on the latest technologies, data,

standards and enterprise offerings available, and promote the enterprise GIS program outside of state government.

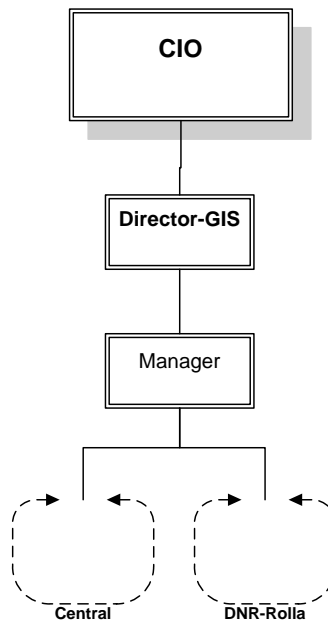For more detail refer to the "Missouri Office of Geospatial Information Communications Plan."

Relationship with other State Agencies

One of the main goals the OGI has is supporting state agencies in their use of GIS technology to improve their customer services. As such, it is imperative to build strong relationships between the OGI and the other state agencies. The OGI will work to facilitate data sharing between state agencies and to establish a set of GIS service offerings to facilitate state agencies in meeting their business needs. The Director-GIS will also act as a liaison for the state on GIS to local governments and federal agencies.

Relationship with External Organizations

The OGI will work with the Missouri Spatial Data Information Service (MSDIS), University of Missouri and other academic entities, National Geospatial-Intelligence Agency, United States Geological Survey, ESRI, and other outside agencies to continually improve the GIS environment in Missouri. The OGI, and in particular the Director-GIS, are to be the facilitator and enabler (at the state level) to assist, aid and support local governments in their roles as data developers and direct service providers to their constituents.

Staffing

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                    │     CIO     │
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The primary roles or functions in OGI are:

Director-Geographic Information Systems

The Director-Geographic Information Systems, residing within the OGI, is responsible for strategic and tactical planning, developing, coordinating and directing project teams in geographic information system technology to support a broad spectrum of needs for business units. The position has decision-making authority and responsibilities. Supervision is exercised directly or through subordinate managers and/or supervisors over professional geographic information technology and support staff. Administrative direction is received from the CIO; however, the employee exercises a high degree of independent judgment and decision making in directing or assisting in the direction of the office's activities. The Director will also focus efforts on promoting the goals of the office throughout the state, at agency, local and federal levels.

GIS Manager

The GIS Manager function is responsible for developing and tracking progress on OGI projects. This position, working in cooperation with the Director-GIS, follows ITSD-Project Management Office (PMO) project management standards and processes. The position will manage and prioritize projects to assure that available resources are used to meet a stakeholder's highest need first. The GIS Manager will assist in the review and evaluation of stakeholder and infrastructure proposals, and recommend resourcing actions based on this analysis. In addition, this position will assemble and manage the OGI's inventory of applications.

The GIS Manager will coordinate overall server support, security and usage for the Enterprise GIS resources of the OGI. This position will provide advice and counsel to the OGI on the GIS architecture and strategy on the research, planning, specification and implementation of the OGI's infrastructure. This position will define, procure and manage the server hardware and software as well as provide technical consulting and integration with ITSD network, security and server standards.

GIS Staff

The consolidated GIS staff enables specialists and analysts to better interact and more easily exchange technical expertise. This provides depth to the GIS area thus enhancing the ability to support the agencies and departments. The resources provide technical support on GIS projects, as priorities are established through managed processes. Contract staff and student internships could also be used to develop smaller ad-hoc tools, maps and analyses for specific stakeholders, as well as, large, complex applications that service the Enterprise. This allows the OGI to meet growing GIS business needs through rapid application development, web services, multi-disciplinary cooperative ventures, cartography and ad-hoc service operations.

Staff Training

OGI staff must be adequately educated, trained and supported in order to facilitate the implementation of geospatial technology that will enable them to become leaders in the discipline and better perform their jobs, and ensure consistency of this multi-faceted technology utilization across the state. OGI will take advantage of various training opportunities (free online sessions, free webinars, regional training, etc) to keep properly trained on the latest GIS tools.

Strategic Planning

Please refer to the "Office of Geospatial Information Strategic Plan" for the current multi-year plan.